



CITY OF BRAZIL

Office of Planning and Zoning/Code Enforcement

*A. Ann Bradshaw, Mayor
Stacy Gibbens, Plan Administrator*

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City of Brazil Advisory Plan Commission Organizational Meeting January 24, 2011 at 7:00 p.m.

Meeting called to order by Stacy Gibbens at 7:35 p.m.

Roll Call:	Pat Heffner, present	Matt Pollum, not present
	Bill Lovett, present	Lowery Davis, not present
	Bill Hammer, present	Nancy White, not present
	Veda Bussing, present	
	Eric Wyndham, present	
	Stacy Gibbens, present	

Review of agenda. Pat Heffner asked why we were electing officers again already. Stacy advised that once a year we have to have an organizational meeting and elect officers, usually at the first meeting of the year. The first meeting in 2010 was not held until July 14, 2010, so that's why it seems like we just elected officers.

Stacy asked for a review of the minutes. Eric Wyndham had some question regarding the Ball State document but said it could wait until later. Eric made a motion to approve the minutes, Pat seconded. Minutes approved 5-0.

Stacy requested an election of officers. Bill Lovett moved for officers to stay the same, Pat Heffner as President and Nancy White as Secretary. Veda Bussing seconded. Motion passed 5-0.

Stacy requested setting regular meeting dates. Discussion was had regarding whether meetings would be monthly or not. Stacy requested monthly meetings until Ball State document was finished and approved by the Commission. Stacy also requested that the Commission meet the fourth Monday of every month at 7:00 p.m. Members checked their calendars and there were no conflicts with that schedule. No motion or vote. All agreed on the fourth Monday of every month at 7:00 p.m. The next meeting will take place on Monday, February 28, 2011 at 7:00 p.m. Veda advised that she was OK with the fourth Monday of every month but she would not be at the February 28 meeting.

Old Business:

Stacy reported that the BSU document revision was almost complete. Eric asked if Ball State was doing the revision. Stacy advised that she did not feel confident with Ball State's previous work and had received the document in Word format and she and Brian were doing the revisions. She advised that there were three or four points that she would

like the Commission to make decisions on. Stacy said she will have the document printed and mail it to each member before the next meeting so that the members could be prepared to make comments and decisions on those items at the February meeting. Eric asked if the City Attorney had reviewed the document. Stacy advised that she had forwarded both versions to Bob Pell but had received no comments. She said that Bob may be waiting on a final revision from the Commission before he takes the time to review and comment. Therefore, once we have a document that we are all comfortable with but before our final approval, she will forward that document to the City Attorney for final review and comments. Then the Commission can make final approval and forward the document to the City Council. Stacy also advised that there would have to be changes made to the zoning map including the new zoning designations in the Ball State document. Stacy advised there is a formal legal process to go through before approval. She will get advice from the City Attorney regarding that process. Stacy passed out a proposed zoning map which includes the old designations and which designate zoning on all areas that potentially will be annexed. She asked the Commission to review this also.

New Business:

Stacy explained that Matt Pollum is the Planning Commission's appointment to the Board of Zoning Appeals. She advised that his four year term was up on January 1, 2011 and requested that the Commission reappoint him. She advised that Matt had already told her he would like to continue to serve. Veda Bussing moved to appoint Matt Pollum to the Board of Zoning Appeals. Bill Lovett seconded. Motion passed 5-0.

Stacy requested advice on how they had enforced the zoning provisions on undesignated areas within the two-mile radius. She has received complaints regarding a junk yard fence along CR 1100. Discussion was had. Eric Wyndham advised that there is a state law requiring fencing around junk yards and suggested the City Attorney check into that. Pat Heffner remembered enforcing the fence requirement on junk yards in the past.

Pat Heffner called for adjournment. All in favor, meeting adjourned.